



**SGC REGULAR BOARD MEETING Minutes**  
**Wednesday, November 10, 2021 – 11:30 a.m.**  
**Zoom Conference Call**

I.	<b>Call to Order</b> There being a quorum, the regular meeting of the Serve Guam Commission Board of Commission (“SGC Board” or the “Board”) was called to order by Margrit Atalig, Vice Chairperson at 11:30 a.m. at the SGC Conference Room, Suite 205 GCIC Building, Hagatna, Guam, 96910/ Zoom	
<b>Board members present:</b>		
<b>Board Members Present: Committee or positions:</b>		
<b>Attendees</b>	<b>Committee</b>	<b>Representative</b>
Margrit Atalig	Vice Chairperson	
Eleanor Damian	Member, Program Management Committee	
Dr. Carmen Garrido	Co-Chairperson, Youth Committee	
Frank Leon Guerrero	Co-Chairperson, Technology Committee	Shirley Munoz
Femi Bajomo	Co-Vice Chairperson, Technology Committee	
Roland Ada	Co-Chairperson, Senior Citizens / Veterans & Disability Inclusion	
Alicia Aguon	Member, Youth Committee	
Xaiver Quinata	Member, Marketing & Outreach Committee	
Raga Nadella	AmeriCorps Senior Portfolio Manager, West Region	
<b>SGC Staff Present:</b> Doris Aguon    Julie Iriarte    Tiffany San Nicolas		
II.	<b>Approval of Minutes</b> Dr. Carmen Garrido made the motion to approve the minutes for the Regular Board Meeting of July 14, 2021 seconded by Roland Ada and was unanimously approved.	
III.	<b>Doris Aguon, Executive Director (ED) Report (Attachment 008)</b>	
	a.	2021-2023 Serve Guam Commission Strategic Plan Submission of SGC Strategic plan to Governor’s Office
	b.	FY22-23 AmeriCorps State and National Formula Grant Competition (NOFO) Date: February 7-11, 2022 Time: 9am-4pm Location: SGC Conference Rm / Zoom Conf Call
	c.	SGC Grant Application Submission – 50% of Round One Allocations Date: Friday, November 12, 2021   Eastern Time: 5:00p.m. FY2022 Commission Support Grant Allocation: \$ 280,000   \$147,500 FY2022 Commission Support Grant Rescue Plan: \$265,000   \$132,500 FY2022 Commission Investment Allocation: \$149,278   \$74,639
	d.	AmeriCorps Awards FY21-22 - \$2,232,010 (Jan 1, 2022 to Dec 31, 2022)  Oceanic Ascent Education, Inc.(AmeriCorps Guahan Sustainable Culture) - \$431,996k   48 MSY University of Guam (AmeriCorps UOG Volunteer Center) - \$648k   72 MSY Sanctuary Inc. (AmeriCorps Ayuda Para I Komunitad) - \$180k   20 MSY Western Pacific Veterans Community Foundation(AmeriCorps VETCORPS Guam) - \$792,014k 88 MSY Guam Waterworks Authority (AmeriCorps GWA) - \$180k   20 MSY
	e.	AmeriCorps Awards FY20-21 - \$2,088,000 (5-1-21 to 4-30-22) & Half Time Slot Allocations  Oceanic Ascent Education, Inc.(AmeriCorps Guahan Sustainable Culture) - \$630k   46 MSY University of Guam (AmeriCorps UOG Volunteer Center) - \$648k   72 MSY Guam Memorial Hospital Authority (AmeriCorps GMHA) - \$180k   20 MSY Western Pacific Veterans Community Foundation (AmeriCorps VETCORPS Guam) - \$630k   70 MSY
	f.	FY 19-20 - AmeriCorps State and National Formula Grant - Ongoing/Closeout
	g.	America’s Service Commission (ASC) Updates - AmeriCorps State & National (ASN) Updates - American Rescue Plan (ARP) - Daily, weekly meetings and trainings. -Program Management

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	<b>h.</b>	Memorandum of Understanding (MOU) – Guam Department of Education - G3 – University of Guam – Mayors Council and 19 village Mayor's
	<b>i.</b>	COVID-19 Vaccination – Public Health and University of Guam - Ongoing GDOE Community Learning Center (CLC): Providing educational, mentoring and services to students GDOE Registration / Technology - computer assistance 19 Village Mayor's Serve Projects
	<b>j.</b>	Upcoming Events: 1. SGC & AmeriCorps Programs celebrate National Veterans Day Service Project: Serving Veterans in program focus areas. Date: Thurs, Nov 11, 2021 Time: 8:00a.m. to 12:00p.m. 2. Dr. Martin Luther King Jr. Day of Service Date: Monday, January 17, 2022 Time: 8:00a.m. to 12:00p.m.
<b>IV.</b>		<b>Committee Reports:</b>
		<b>Executive Committee</b>
	<b>a.</b>	<b>Finance</b> – Viola Cruz, Co-Vice Chairperson ( <b>attachment</b> ) 1. Admin Grant: January 1, 2020 – December 31, 2022 2. TTA Grant: July 1, 2019 – June 30, 2022 3. TTA Grant: August 15, 2016 – December 31, 2021 Sub Grantee 1. 17AFHGU001: January 1, 2018 – March 31, 2022 2. 20AFHGU001: January 1, 2021 – December 31, 2023
	<b>b.</b>	<b>Technology</b> – Frank Lujan, Co-Chairperson, Femi Bajomo, Co-Vice Chairperson 1. Serve Guam Commission Website Migration - Website: <a href="http://sgc.guam.gov">sgc.guam.gov</a> - ongoing updates 2. Serve Guam Commission Reporting System (SGCRS) – Ongoing updates to system a. Badging/Intake - completed b. Program Management - ongoing c. Program Monitoring - completed d. Program Administration – ongoing e. Reporting Tools Module - completed 3. SGC Server – awaiting arrival of equipment 4. Dell Network, APC Back-UPS Pro BR1500, Netshelter 24U Rack, APC Basic Rack PDU AP9563, APC 1U Black Fixed Shelf. (in process)
	<b>c.</b>	<b>Program Management</b> – Candice Ananich, Co-Chairperson, Myracle Mugol, Co-Vice Chairperson 2021 – 2023 Strategic Plan: July 12, 2021 – DRAFT Strategic Plan submitted to Serve Guam Office for final review August 06 - 30, 2021 – DRAFT Strategic Plan distributed for review by Commission member and relevant members August 26, 2021 – last submission was received and update was made All revision and edits received by reviewers were incorporated into the plan September 01, 2021 Finalize 2021 ASN Symposium – September 21-24, 2021 - Sept. 22: Take the Plunge! Diving into Fiscal Grant Administration Workshop (Part 1) - Sept. 23: Take the Plunge! Diving into Fiscal Grant Administration Workshop (Part 2) Collaboration Café - Breakout Room 1: AC Strategic Plan Understanding OIG Audit Process from Start to Finish - Sept. 24: Take the Plunge! Diving into Fiscal Grant Administration Workshop (Part 3) Attended/observed a few Program Manager meetings
	<b>d.</b>	<b>Marketing &amp; Outreach</b> – Glenn Lujan, Co-Chairperson, Carmen Garrido, Co Vice Chairperson - Marketing exposure of Commission and AmeriCorps programs PY 20-21 / 21-22 AmeriCorps Programs Recruitment and service projects. - PY 22-23 AmeriCorps State & National Grant Technical Assistance Period: December 15, 2021 – January 28, 2022 - PY 22-23 AmeriCorps State & National Grant – NOFO Mandatory Workshop Date: February 7-11, 2022 Time: 9am-4pm Nonprofit organizations Government

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	<b>e.</b>	<b>Youth</b> – Dr. Carmen Garrido, Co-Chairperson, Laura Gombar, Co-Vice Chairperson <ul style="list-style-type: none"> <li>- Ongoing recruitment of Board members, request for update of status of potential board members</li> <li>- Update of Volunteer Management handbook – ongoing</li> </ul>
	<b>f.</b>	<b>Senior Citizens/Veterans &amp; Disability Inclusion</b> – Frank Scharff, Co-Chairperson, Joe Gallo, Co-Vice Chairperson <ul style="list-style-type: none"> <li>- Public Health: Engaging with senior citizens and providing of resources.</li> <li>- Assist senior's with distribution and feeding</li> <li>- Provide veteran organization with training and technical assistance on grant writing.</li> </ul>
<b>V.</b>	<b>Action Items</b>	
<b>VI.</b>	<b>New Business</b> 1. FY22-23 AmeriCorps State and National Formula Grant Competition (NOFO) Date: Monday-Friday, February 7-11, 2022 Time: 9am-4pm Location: SGC Conf Room/ Zoom - Technical Assistance Period: December 15, 2021 – January 28, 2022	
<b>VII.</b>	<b>Old Business</b>	
<b>VIII.</b>	<b>Next Scheduled Meeting:</b> Wednesday, January 12, 2022	
<b>IX.</b>	<b>Adjournment:</b> With no further business to discuss, Dr. Carmen Garrido moved to end the meeting and was seconded by Roland Ada. With no opposition, the meeting adjourned at 12:25pm.	